



**Marquette Downtown Development Authority
Meeting Minutes for December 8, 2022**

Call to order: A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday December 8, 2022 at the Marquette Commons. The meeting was called to order by the Chairperson J. Ottaway at 8:01 a.m. with Directors A. Adan, R. Coron, N. Durley-Rust, K. Kovacs, M. Morrison, L. Rowland, R. Stern, and M. Weinrick present.

There were no additions to the agenda. A motion to approve the agenda was made by M. Weinrick and seconded by R. Stern. Motion passed. A motion was made to approve the consent agenda which includes the minutes from 11/17/2022, bills for approval from 11/1/2022-11/30/2022 and the financial reports as of 11/30/2022, by R. Stern and seconded by N. Durley-Rust. Motion carried.

#9 Farms	10.00	Lakeshore Depot L3C	30.00
906 Technologies	65.00	Little Parsley Farm	86.00
American Welding & Gas Inc	37.33	Lowe's	1,082.87
Aramark	336.13	Marquette Beautification & Restoration	1,000.00
AT&T Mobility	56.34	Marquette Embroidery & Lettering	26.75
Beauchamp Plumbing & Heating	391.26	Marquette Monthly	795.00
Becky's Roadside Refreshment	10.00	Marquette Wallpaper & Paint	68.77
Blue Cross Blue Shield	2,242.32	Midway Rentals	345.00
Board of Light & Power	2,286.98	North Country Disposal	500.00
Borealis Baking Company	22.00	Otis Elevator	125.00
C. Pesola LLC	3,400.00	Rock River Farm	45.00
Capital One Commercial	321.75	Rocks Open Valley Ranch	58.00
Card Connect	71.79	Seeds and Spores Family Farm	121.00
Cardmember Service	1,829.68	SEMCO	185.60
Carquest	330.86	Smith Construction	6,142.86
Charter Communications	365.60	Staples	363.36
Chesla & Associates PC	270.00	Superior Culture	11.00
City of Marquette	1,863.99	T2 Systems Canada Inc.	1,900.00
Curran & Company	620.00	TK Elevator	870.11
Dalco	217.16	Todd Wenzel Buick GMC	39,540.10
Doozers	15.00	Traffic & Safety Control Systems Inc	880.00
Ever Yielding Acres	315.00	Turf Badger	238.75
Fastenal	48.92	Ty's Ty-ni Kitchen	35.00
For Goodness Cakes	94.00	U.P. Irrigation LLC	700.00
Full Plate Farm	117.00	U.P. Kubota	320.69
Getz's Department Store	1,146.49	Womens Center of Marquette	1,733.35

Great Lakes Snack Co.	10.00	Xerox Corporation	288.48
Heartland Services	2,498.69	Yoopers Country Farms	76.00
Industrial Marketing	836.75	Payroll Costs & Benefits	36,840.07
Integris	6,496.25	Total Disbursements	26,326.29

Public Comment: Frank Stabile of 107/109 Front St. here to represent the buildings he owns and here just to listen.

Informational Presentation: DDA Year in Review: Currently downtown Marquette is home to at least 327 businesses and 358 residents, 1380 parking spaces with 6.5 miles of sidewalks, 141 active Farmers Market vendors, and has welcomed 8 new businesses in 2022. Highlights from the presentation include steady growth in parking revenue but expenses are still high, \$30,000 in facade grants awarded with the hope of offering \$50,000 next year, and the return of the Match on Main grant.

New Business:

Executive Director Contract Annual Review: To discuss the review on this contract, the MDDA needed to enter into a closed meeting. M. Morrison made a motion to enter into a closed session which was seconded by L. Rowland. Motion passed. Now, in closed session, the executive committee discussed the review of the executive director thus far. The committee recommended an eight percent salary increase which was in line with other salary increases of current staff and within the budget. Several staff had commented that T. Laase-McKinney has done a great job as Executive Director thus far especially in creating a good dynamic in the workplace and great team culture. At this time, a motion was made to reopen the MDDA meeting by M. Weinrick and seconded by R. Stern. Motion passed. A motion was then made to approve the 2023 Executive Director Contract by N. Durley-Rust then seconded by M. Weinrick. Motion also passed.

Multihog Purchase: In addition to the articulated loader, the board had also approved the purchase of a second maintenance vehicle as a dedicated municipal tractor. The team has secured a Multihog CX75 Multipurpose Tractor with a two-year warranty. This vehicle is similar to what the Traverse City DDA uses, and they are pleased with its abilities. The City of MQT maintenance crew would also be able to help with repairs if necessary. With the purchase of this vehicle, the total amount budgeted would be over by \$21,000 however the MDDA has sold around \$5500 in used equipment thus far with more to sell. The expected life span is at least 10 years with parts widely available. It is a narrower, safer, and easier piece of equipment to use with multiple attachments making it purposeful year-round. A motion was made to approve the purchase of the Multihog CX75 from BEC Brown Equipment not to exceed the price of \$135,000 by M. Weinrick and seconded by R. Stern.

Committee Reports:

Parking Committee: Update on the parking Passport App that there will be a coupon for January and then another one for February as well. QR codes have been created and will link people right to the app. The coupon uses a code, and it will be placed in the next Marquette Monthly and was also distributed at the Business and Promotions meeting. The library is also hosting an informational meeting on how to use the parking app. The committee also discussed offering a free part time parking

pass for up to 10 part time downtown employees and as of now, 10 people have applied.

Design and Maintenance Committee: No update available on the grants as of right now.

Director's Report: T. Laase-McKinney reported that December has been a busy month especially with hanging all the Holiday lights. Next year, we might consider going to bid on them. There have been some delays on previously purchased maintenance vehicles. The Holiday Parade and Tree Lighting is happening on 12/8/22. M. Bradford reported that he might consider hiring a professional photographer for 2023 events to capture more images than what he can do. His latest challenge is bringing the social district to fruition by addressing challenges and concerns with businesses, also designing and sourcing materials for the cups or stickers that the MDDA would use. J. Lanciani reported that January is our reorganizational month so board members need to think about which committees they would like to be on.

Public Comment: Frank Stabile of 107/109 Front St. A new storefront has recently opened in one of his buildings, Unsalted Goods, and offers earth friendly and seasonal gifts.

Board Member Comment: A. Adan commented he is happy to see the MDDA reinvesting money back into the organization with the purchase of maintenance vehicles. M. Morrison asked for an update on the safety work materials discussed in previous months and it was noted that all maintenance employees have proper work boots and jackets. They will also have training on ladder protections. N. Durley-Rust and M. Weinrick both mentioned they were happy to see the holiday decor including the giant light up snowman and wished everyone a happy holiday. R. Stern noted that the pigeon netting is coming down on the Bluff St. ramp. L. Rowland is excited to see what happens downtown in 2023 especially concerning the social district. K. Kovacs commented that she is happy to have T. Laase McKinney as the new director and feels they have a good relationship. J. Ottaway noted how happy he was that the MDDA has moved forward in 2022 with much opportunity in 2023.

The meeting was adjourned at 9:15.

Respectfully submitted,



Nichole Durley-Rust, Secretary